## **TAX PAYERS INFORMATION**

- If your mortgage company is paying your real estate tax bill (escrowed), please ignore the message below:
- If you are paying your own taxes, you have <u>four options</u> for paying this bill:
  - 1. **MAIL** If you are sending a personal check along with the remittance slip, use the enclosed envelope and mail to our lockbox:

Town of Hopkinton Taxes PO BOX 804 Reading, MA 01867-0406

2. **ONLINE** If you would like to pay online, visit our

website <a href="www.hopkintonma.gov"> "Pay my Bill" Select "Real Estate" then fill in <a href="ONE">ONE</a> of the search option \*Filling in more than one option will result in "no parcels found"\* Please note that you will receive email confirmation that your taxes are paid. If you are using your checking account, this service is now FREE. However, if you use a debit or credit fees may be applied.

- 3. **IN PERSON** You can bring your payments to Town Hall located at 18 Main Street, during office hours, or afterhours in our drop off box.
- 4. **ONLINE BANKING** If you are using online bill pay through your own bank, always include your <u>PARCEL ID</u> on the memo line. Do not wait to pay on the due date because you must allow **5-7 days** for us to receive the physical check in our office. Please be advised if we do not receive your payment you will be responsible for any additional penalties and interest. This option for paying your bills unfortunately has been

the least reliable. Please have the bank mail the check to:

Treasurer's Office 18 Main Street Hopkinton, MA 01748

• Office Hours:

Monday	8:00 am – 4:30 pm
Tuesday	8:00 am – 7:00 pm
Wednesday	8:00 am – 4:30 pm
Thursday	8:00 am – 4:30 pm
Friday	8:00 am - 2:00 pm

AFTER HOURS DROP OFF BOX

Located to the right of our front door is a drop off box were you can leave your payments afterhours. PLEASE DON'T LEAVE CASH!

Phone: 508-497-9715